

CDAC Meeting Summary

February 3, 2014

CDAC Members Present

Marty Doorey	Majeedah Razzaq
Dorian Zahka	Loren Couch
Suzanne Clarke	Bob Weslar
Chris Marion	

City Staff Present

Jennifer Taylor – Grants Administrator for Planning, Housing and Community Development

Meeting called to order at 5:37 p.m.

Meeting Summary

- Introductions occurred. Everyone welcomed newest member Suzanne Clarke.
- Jennifer Taylor apologized on behalf of Mayor who could not attend the meeting due to scheduling conflict. She stated that she would request Mayor's participation at the next scheduled CDAC meeting.
- Jennifer Taylor informed the group that CDAC meetings were open to the public. Meetings are recorded and are subject to the Freedom of Information Act.
- Jennifer Taylor presented a PowerPoint presentation explaining the HUD entitlement planning process including the goals outlined in the FY 2010-2014 Consolidated Plan, the use of funding in each annual action plan to meet said goals, and funding allocations made for the 2013-2014 budget year. Ms. Taylor acknowledged to the group that this was a transitional year in Administration, the last year of the development of an annual Action Plan under the 2010-2015 Consolidated Plan, and the continuance of planning for the development of the FY 2015-2019 Consolidated Plan.
- Discussion ensued regarding last year's funding allocation for human services, specifically Council's decision to fund Catholic Charities senior transportation program. Marty Doorey explained that he expressed to Council that CDAC's decision to not recommend funding for the program was tailored to evaluating the impact of programming and beneficiaries served, resources available to agencies, and the best use of the limited CDBG funding. All members agreed that the service provided was of value however in comparison to other programs also in need, and the limited of City residents that benefit from the service, it was determined that Catholic Charities had more agency resources available than other agencies to support the program. Members also felt that it was an opportunity to request financial assistance from other municipalities whose residents benefit from the program. Jennifer Taylor also explained to Council of her concern that agencies are building their budgets with anticipation of receiving CDBG funds when it is explained every year in the technical assistance workshop that the funds are allocated on a competitive basis. Council recommended that this information be shared with Catholic Charities.

- Jennifer clarified public service allocations for crime prevention and Council's funding decision regarding Catholic Charities. At last year's meeting Chief Zikuski highlighted the need for \$15,000 in police overtime in the months of April through August. These months see more activity because the weather is nicer and thus more people traffic are in parks and on the streets. The Chief also highlighted the need for intervention services especially for youth ages 5-11 to keep them active in positive alternatives. CDAC members also recognized the need to build positive interactions with law enforcement at a young age. Considering this input CDAC members recommended \$15,000 for police overtime and \$15,000 to competitively allocate to an agency that would work collaboratively with law enforcement to deliver crime prevention youth programming. It was explained to Council that no agency applied for the \$15,000 crime prevention funding. Thus Council transferred \$10,000 from this funding to support Catholic Charities senior transportation program.
- CDAC members recommended that a public service map be developed to determine if public services are benefitting persons within the focus areas of the North Side, Center City, and West Side neighborhoods. Jennifer Taylor will work with the County to determine the possibility of creating this map. CDAC also requested that human service quarterly reports be uploaded to Basecamp.
- Ms. Taylor also expressed the importance of CDAC members conducting site visits to agencies and offered to facilitate scheduling visits throughout the year, and not necessarily when the City conducts its annual site visits in July and August.
- Ms. Taylor went over the proposed CDAC meeting schedule. It was explained to the group that the meeting schedule is subject to change due to the need to schedule additional or eliminate meetings at the request of the Administration/CDAC, the inability to achieve quorum, or delays in receiving HUD entitlement allocations. Ms. Taylor requested that members inform her of anticipated absences as soon as possible. Chris Marion stated that he would be absent from the March 24th and October 20th meetings.
- Ms. Taylor informed members that the City's Basecamp website would once again be used to facilitate communications and correspondence. She reminded members that communications on the website were subject to the Freedom of Information Act.
- Ms. Taylor informed the group of attendance requirements to receive the annual stipend of \$400 for attending more than 75% of scheduled meetings, and \$200 for attending 50%-75% of scheduled meetings. No stipend is provided to members who attend less than 50% of scheduled meetings. Ms. Taylor informed the group that she maintains an attendance sheet and will post periodically on Basecamp so members can see their participation rate.
- Ms. Taylor explained that nominations were needed for the Chair, Vice-Chair, and Secretary. Per the Code the stipulation is the Chair must be a member of CDAC for at least one year. The Vice-Chair presides over meetings in the absence of the Chair. CDAC members elected Marty Doorey as Chair, Chris Marion as Vice-Chair, and Dorian Zahka as Secretary. Marty will begin attending Council's second business meeting in March to update Council on CDAC's progress.
- Ms. Taylor requested members to sign up for the City's mandatory safety training.
- Members requested department summaries prior to department manager's presentations.

Meeting adjourned at 6:36 p.m.